

# Types of Building Permit Applications



May 2018

## When is a Building Permit Required?

A building permit is required for all structures (residential, commercial or industrial) including but not limited to new works, alterations, additions, swimming pools, spas (below and above ground), pool safety barriers / fence for pools & spas, patios, retaining walls and sheds.

**A Building Permit must be obtained prior to the commencement of any building work.**

**NOTE:** It is an offence under the *Building Act 2011* to carry out building work without a valid Building Permit.

To obtain a Building Permit, a Building Permit application form together with one copy of all plans and specifications must be submitted to Building Services.

There are two types of applications:

1. **Uncertified or Certified applications** - Residential buildings Class 1 and Outbuildings Class 10
2. **Certified applications** - Commercial/Industrial buildings Classes 2 - 9

## Owner-Builders

Before an owner can undertake any proposed works over the value of \$20,000 as an owner-builder, that owner is required to apply for approval from the Building Services Board at the WA Building Commission.

Owner-builder application form and information can be downloaded from the [Building Commission website](#).

The Owner-Builder Approval Application is to be submitted directly to the Building Commission.

## Assessment Timeframes

### **Uncertified applications**

25 business days (excluding Public Holidays) for the Shire to assess your application.

21 calendar days for the applicant to provide further information if requested by the Shire.

### **Certified applications**

10 business days (excluding Public Holidays) for the Shire to assess your application.

21 calendar days for the applicant to provide further information if requested by the Shire.

TYPES OF BUILDING PERMIT APPLICATIONS

**NOTE:**

Under the *Building Act 2011*, a local Permit Authority (i.e. Shire of Augusta Margaret River) has the right to **REFUSE** an application if all required information is not provided within the stipulated 21-day timeframe. In addition, the permit authority has the right to retain the application fee.

As a service to all applicants, the Shire carries out an initial check of applications when they are first submitted at front counter. Applicants will be advised of any missing information.

For further information please contact the Building Services on 9780 5228.

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